

**GOVERNMENT OF MEGHALAYA
DIRECTORATE OF SPORTS AND YOUTH AFFAIRS,
J.N. SPORTS COMPLEX, POLO GROUND, SHILLONG.**

Dated: Shillong, the 19th February 2026

Short Notice Inviting Quotation

No.DSYA/KISCE.2/2026/2 : Short Notice Inviting Quotation in sealed cover is hereby invited on behalf of the Department of Sports & Youth Affairs, Government of Meghalaya from Bonafide Agencies of Meghalaya for **“Supply of Archery Sports Kits in respect Of Khelo India State Centre Of Excellence, Meghalaya”**

Terms & Condition

1. Sealed Quotation in single cover two envelopes system, i. e, **I. Technical bid and II. Financial bid** in **separate envelopes (Tech & Financial** to be sealed) should reach the **Directorate Of Sports & Youth Affairs, JNS Complex, Polo Grounds, Meghalaya, Shillong** on or before **4:00 PM of 11th March 2026** by hand only. Quotations are likely to be opened on **11th March 2026**, at **4:30 noon, if possible**, in the Office of the Undersigned.
2. Quotation in sealed cover addressed to **“Directorate of Sports & Youth Affairs, JNS Complex, Polo Grounds, Meghalaya, Shillong”** and should reach the office of the undersigned on or before the aforementioned date.
3. Quotation received after stipulated date & time will be entitled to be rejected.
4. On top of the Envelope Ref. no and name of the quotation **“Supply of Archery Sports Kits in Respect Of Khelo India State Centre Of Excellence, Meghalaya”** at **Office Of The Directorate Of Sports & Youth Affairs** with full name & address with contact number, WhatsApp no & e-mail id of the bidder should be mentioned.

A. Technical bid (with self-attestation):-

- a. Pan card (photocopy)
- b. Valid Trade license issued by concerned Autonomous District Council (Photocopy), in the case of non-tribal bidders. For tribal bidders, Schedule Tribe Certificate (Photocopy), is to be enclosed.
- c. Valid GST Registration Certificate. (Photocopy)
- d. Original Equipment Manufacturer Authorization Certificate (Photocopy).
- e. Undertaking

Bidders may download the format for the Undertaking from the website –www.megsports.gov.in.

B. Financial bid:-

Price should be quoted inclusive of all applicable taxes as per the **Schedule of Requirements (SOR)**

Bidders may download the Schedule of Requirements from the website –www.megsports.gov.in.

5. Rates (inclusive of GST) should be quoted both in word and figure and no overwriting or incomplete quotation will be accepted.
6. All types of arrangements and decorations for the said purpose to be completed by the bidder.
7. Income Tax, GST will be deducted from the bill as per Government norms. However, Income Tax shall not be deducted if Exemption Certificate for the same has been applied for by the winning bidder during the course of execution of the work.
8. Winning bidder shall be liable to deposit 2% Earnest Money Deposit {Account Payee Demand Draft/Fixed Deposit Receipt/Banker's cheque/pay order/Bank Guarantee (including e-PBG)} from any commercial banks/Valid Insurance Surety Bonds, within **5(five) working days** after issuance of the Work Order. The amount of EMD shall be quantified and intimated on the date of opening of the bid and the validity of the same shall be for 3(three) months.
9. Payments of bill will be made after completion of the supply as entailed in the work order.
10. Selection or rejection of quotation is lying with the jurisdiction of the Department of Sports & Youth Affairs, Government of Meghalaya, without showing any cause.
11. The offer rate validity will be 60 days (Sixty) from the last date of mentioned in the body of this notice.
12. No enhancement of rates within the validity period of the contract shall be entertained.
13. The Undersigned reserves the right to increase/decrease the quantities of the items detailed in the SOR the tune of 30%. However, the rate quoted and accepted during the time of awarding of contract shall prevail.
14. The Undersigned reserves the right to quote additional items not entailed in the SOR, during the course of issuance of the Work Order.
15. The rates of the particulars should be quoted item wise. All the items in the package should be mentioned in the quoted rate. The L1 bidder will be selected on the whole package as indicated in the SOR.



Director
Sports and Youth Affairs
Meghalaya, Shillong.